



# CITY OF FALLS CHURCH

January 15, 2015

Dear Exhibitors:

The City of Falls Church Recreation and Parks Department is once again offering three major events this year. We would like to extend an invitation for you to exhibit at these events. We will be hosting the **Memorial Day Parade & Festival**, the **Fall Festival & Taste of Falls Church** and the **Holiday Gift & Craft Show**.

The **Memorial Day Parade & Festival** will be held on Falls Church City Hall grounds on **Monday, May 25, 2015; 9am-5pm**. This event is open to crafters, civic groups and food vendors and a limited number of merchants. The average attendance is 10,000 people.

The **Falls Church Fall Festival & Taste of Falls Church** will be held on Falls Church Community Center Grounds and Cherry Hill Park on **Saturday, September 19, 2015; 10am-4pm**. This event is open to crafters, civic groups and a limited number of merchants. Average event attendance is 7,000 people.

The **Holiday Gift & Craft Show** will be held inside the Falls Church Community Center on **Saturday, December 5 from 9am-4pm and Sunday, December 6 from 11am – 4pm**. Set-up hours will be on Friday, December 4 from 5-8pm or Saturday, December 5 from 6-9am. This juried show is open to both crafters with handmade items and a limited number of merchants who have unique gift items, but do not make the items themselves. This show has an average attendance of 1,300 people.

A discount will be offered to **crafters** who participate in **both** the Memorial Day Parade & Festival and the Fall Festival & Taste of Falls Church. Both applications must be submitted by the deadline for Memorial Day applications, March 21, 2014.

We also run an Independence Day Celebration. Food vendors only: visit [www.fallschurchva.gov/events](http://www.fallschurchva.gov/events) for an application.

The City of Falls Church accepts all major credit cards (Visa, MasterCard, American Express and Discover) and checks for payment. Please feel free to call (703) 248-5199 or e-mail [amaltese@fallschurchva.gov](mailto:amaltese@fallschurchva.gov) if you have any questions.

Sincerely,

*Amy Maltese*

Senior Program Supervisor, Special Events